

PS&E Checklist

All PS&E submissions are required to include certain information. If this information is not available or not required, Project Programming must still be notified. The checklist below, which is required for ALL PS&E submissions, will provide Project Programming and FHWA the necessary documentation to Authorize construction funding. **This checklist must be submitted to Project Programming along with the PS&E Estimate.**

ALL QUESTIONS MUST BE ANSWERED COMPLETELY!

1. Contact person filling out this form: _____
2. Project Name and State Number: _____
3. Advertising Date: _____
4. Is this project exempt from FHWA overview? Yes ☐ No ☐

***** QUESTION #5 TO BE COMPLETED BY ENVIRONMENTAL COORDINATOR *****

5. Have the following environmental issues been completed? (If no to any, please explain)
 - a. Environmental commitments memo issued **and copy forwarded to Project Programming?** Yes ☐ No ☐
 - b. Section 4(f)? Yes ☐ No ☐ N/A ☐
 - c. Wetlands findings? Yes ☐ No ☐ N/A ☐
 - d. Floodplains findings? Yes ☐ No ☐ N/A ☐
 - e. Other Permits issued? (COE, wetlands, etc.) Yes ☐ No ☐ N/A ☐

Please enter permit # if Wetlands Permit has been issued: _____
6. Has a ROW certificate been issued? (If no, please explain) Yes ☐ No ☐ N/A ☐
7. If project is exempt from overview, is plan front sheet attached? If project is not exempt from overview, are plans attached? (If No, please explain) Yes ☐ No ☐ N/A ☐
8. Is Proposal included? (Federal overview projects only) (If no, please explain) Yes ☐ No ☐ N/A ☐
9. Is Utility certificate included? (Federal overview projects only) (If no, please explain) Yes ☐ No ☐ N/A ☐

The PS&E submission cannot be sent to FHWA for construction funding Authorization until the information above is filled out (this includes explanations for questions answered "NO"). Use the back of this sheet for any comments or explanations. Funding requests can be sent to FHWA without all necessary details in place as long as this checklist is filled out. Approvals and conditions of these requests are then subject to the review and discretion of FHWA. This checklist will be shared with FHWA and will be kept in Project Programming files.

(Signature of Project Manager, Lead Person or other authorized person
indicating above information is complete and accurate.)

Date

[illegible]